



STELLENBOSCH  
STELLENBOSCH • PNIEL • FRANSCHHOEK

MUNICIPALITY • UMASIPALA • MUNISIPALITEIT

**(Re-advertisement)**  
**FACILITY MANAGER: BELTANA**  
**CORPORATE SERVICES**  
**REF: CS/PMBM/FM/01**

Stellenbosch Municipality is seeking a dynamic and energetic individual to ensure the implementation and execution of the repairs, maintenance, renovation and capital projects of the portfolio of assets utilizing both internal and external resources. Develop specifications and produce bill of quantities for repairs, maintenance and capital projects. Formulate and manage contractors and internal service teams and exercise financial control within the section.

**Minimum Requirements:** A 3-year Tertiary / NQF6 or higher qualification within the Build Environment (e.g. Quantity Surveying, Construction/Building Management, Architecture etc.) • 5-years or more relevant experience within a Build Environment of which at least 2-3 years was at a supervisory/management level.

**Other Requirements:** Has "expert" knowledge necessary to address and solve special problems • Maintains project records (working papers, audit trails, evidence of sign-offs by senior managers) • Establishes appropriate procedures to keep informed of issues and results • Ensures that high-priority work is accomplished within required time-lines • Ensures that all outsourced maintenance management activities are aligned with the maintenance management plan • Compiles capital and operating budgets for short, medium and longer terms on all assets and services related to the maintenance of assets; and • Develop specifications for outsourced maintenance work, partake in procuring of service providers, verifies and sign-off of work and completes job cards for payment of service providers • Develops maintenance plans specifying detailed activities, resources, responsibilities, timescales and risks for the attainment of facility management objectives • Monitors implementation processes and measures to assess performance and health of facility components • Good communication skills in at least two of the three official Western Cape languages (Afrikaans, English, Xhosa) • Excellent organisational skills and attention to detail.

**Responsibilities/Duties:** Lead and manage all depot staff, including drivers, warehouse, and administrative teams • Ensure operational efficiency, safety, and compliance with company standard • Manage budgets, KPIs, and performance targets • Drive a positive, proactive, and results-oriented culture • Liaise with senior leadership to implement strategies and support company growth • Proven experience in logistics, transport, or depot/warehouse management • Strong leadership and communication skills • Ability to make data-driven decisions and solve problems under pressure.

**Job related enquiries:** Mr Ehrel Maletzky 021 808 8153

**General Enquiries:** Ms Lucretia Koegelenberg 021 808 8102 or Ms Evan Williams 021 808 8059 or Ms Lisa Patience 021 808 8064

**Salary:** R 614 665.14 – R 797 855.97

**Plus benefits**

**Note: Both the T-grade and post name is subject to re-evaluation and changes will be implemented on receipt of T.A.S.K outcome.**

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**Applications, clearly marked and accompanied by an application form of Stellenbosch Municipality, a comprehensive CV, certified copies of qualifications and the details of contactable referees, must be emailed to the Human Resource Management Services at Stellenbosch Municipality at the following email address specifically linked to the above Directorate: [corporatejobs@stellenbosch.gov.za](mailto:corporatejobs@stellenbosch.gov.za)**

**Your application must be completed on an official application form of Stellenbosch Municipality and will not be considered if not submitted. Application forms can be found on the Stellenbosch Municipal website <https://stellenbosch.gov.za>**

**Applications for the above-mentioned vacancy must be sent via the given email. If not, it will not be considered. No hand-delivered or posted applications will be considered.**

**Please note: By applying for this position, the candidate consents to verification checks of qualifications, criminal records and must be willing to be subjected to a rigorous evaluation process. Receipt of applications will not be acknowledged, and no supporting documentation will be returned. Canvassing with Councillors or any other decision-maker/ member of the Selection Committee, is not permitted and proof thereof will result in disqualification of your application.**

**Closing date: 09 February 2026**



**Stellenbosch Municipality is an Equal Opportunity employer. Candidates from the designated groups, including those with disabilities, are encouraged to apply. The requirements of the Employment Equity Act will be considered as part of the selection criteria/process. If you do not hear from us within ten (10) weeks of the closing date, please regard your application as unsuccessful. For more details on vacancies, visit our website [www.stellenbosch.gov.za](http://www.stellenbosch.gov.za). The Council reserves the right not to make an appointment and to add/amend/change the salary package.**